

**AGENDA**  
**SEPTEMBER 7, 2010 - 6:00 P.M.**  
**MEETING OF THE BOARD OF TRUSTEES**  
**OF THE INCORPORATED VILLAGE OF NORTHPORT**  
**REGULAR MEETING**

**OPEN MEETING:**

**SALUTE TO THE FLAG:**

**ANNOUNCEMENTS:**

**PRESENTATIONS:**

**PUBLIC HEARING(S)**

**PUBLIC PARTICIPATION:**

**BOARD APPROVAL OF WARRANT:**

Fiscal Year 2010/2011 General Fund bills in the amount of \$ 129,066.84

Fiscal Year 2010/2011 Capital Fund bills in the amount of \$ 3,791.00

**TREASURER REPORT:**

**COMMISSIONER REPORTS:**

**CHIEF OF POLICE REPORT:**

**SUPERINTENDENT REPORT:** 1, Gas service at Main Street and Milland Drive pump stations.

**NEW BUSINESS:**

**OLD BUSINESS:**

**REQUESTS:**

**CORRESPONDENCE:**

**RESOLUTIONS:**

**RESOLUTION 2010 – 129 ~ APPROVAL OF THE AUGUST 3, 2010 MINUTES**

**WHEREAS:** Copies of the minutes of the August 3, 2010, meeting were sent to the Board for approval, therefore,

**BE IT RESOLVED** that said minutes are approved without reading, at this time.

**RESOLUTION 2010 – 130 ~ APPROVAL OF THE AUGUST 5, 2010 MINUTES**

**WHEREAS:** Copies of the minutes of the August 5, 2010, meeting were sent to the Board for approval, therefore,

**BE IT RESOLVED** that said minutes are approved without reading, at this time

**RESOLUTION 2010 – 131 ~ APPROVAL OF THE AUGUST 13, 2010 MINUTES**

**WHEREAS:** Copies of the minutes of the August 13, 2010, meeting were sent to the Board for approval, therefore,

**BE IT RESOLVED** that said minutes are approved without reading, at this time

**RESOLUTION 2010- 132 ~ COW HARBOR 10K RACE PARKING RESTRICTIONS**

**WHEREAS:** Police Chief Eric Bruckenthal has requested the enactment of temporary parking restrictions in connection with the conduct of the Cow Harbor 10K race to be held on Saturday, September 25, 2010, and

**WHEREAS:** Chief Bruckenthal has outlined the required temporary parking restrictions in a memorandum to the Board of Trustees dated August 18, 2010 and

**BE IT RESOLVED:** that the temporary parking restrictions on September 25, 2010 for the times and locations listed in the memorandum from Police Chief Eric Bruckenthal dated August 18, 2010 be, and hereby are, approved, and the Police Department is hereby authorized to take actions necessary to enforce said restrictions, be, and hereby are, adopted.

**RESOLUTION 2010- 133 ~ COW HARBOR DAY PARKING RESTRICTIONS**

**WHEREAS:** Police Chief Eric Bruckenthal has requested the enactment of temporary parking restrictions and Sidewalk Sales Rules and Regulations in connection with the conduct of the Great Cow Harbor Day Festival to be held on Sunday, September 26, 2010 from 4:00 a.m. to 5:00 p.m. and,

**WHEREAS:** Chief Bruckenthal has outlined the required temporary parking restrictions and Sidewalk Sales Rules and Regulations in a memorandum to the Board of Trustees dated August 18, 2010 and

**WHEREAS:** Chief Bruckenthal has recommended that the Board of Trustees empower, the Great Cow Harbor Day Committee - 2010 with the authority to issue

permits for sidewalk and park sales on Cow Harbor Day, and

**WHEREAS:** Chief Bruckenthal has recommended that the Board of Trustees adopt Rules and Regulations governing sidewalk and park sales as recommended by the Great Cow Harbor Day Committee - 2010, now therefore

**BE IT RESOLVED:** that the temporary parking restrictions on the dates and for the times listed in the memorandum from Police Chief Eric Bruckenthal dated August 18, 2010 be, and hereby are, approved, and the Police Department is hereby authorized to take actions necessary to enforce said restrictions, and

**BE IT FURTHER RESOLVED:** that the Great Cow Harbor Day Committee -2010 be, and hereby is, authorized to issue permits for sidewalk and park sales on Cow Harbor Day, and

**BE IT FURTHER RESOLVED:** that the rules and regulations governing sidewalk and park sales, as recommended by the Great Cow Harbor Day Committee - 2010, be, and hereby are, adopted.

#### **RESOLUTION 2010- 134 ~ WEB-SITE UPDATE AND DESIGN**

**BE IT RESOLVED:** That Karen Stuccio is hereby retained to update and maintain the Northport Village web-site at a cost of \$50.00 per month.

#### **RESOLUTION 2010 - 13 VILLAGE ADMINISTRATOR**

The position of Village Administrator is hereby created, with benefits as provided for in Village Code §42-3, without entitlement to overtime or compensatory time except as expressly authorized by the Board of Trustees, said position being an exempt position under the Civil Service Law; attendance at two evening meetings of the Board of Trustees per month shall be required as part of the duties of the Village Administrator without additional compensation of any kind; the job description for this position is as follows: Under the direction of the Mayor and Board of Trustees, to perform administrative and related duties in the daily operation of Village government, including supervising the building inspector(s), the code compliance officer(s), the employees assigned to work at the Northport Waste Water Treatment Plant, the employees assigned to work in the Village parks, the employees assigned to work on highways and perform general maintenance and repairs in the Village and sanitation employees; supervise the implementation, enforcement and application of site plan, subdivision and steep slope applications; supervise the implementation, enforcement and application of environmental quality review; supervise the design, construction and completion of public works projects, be they performed by Village employees or outside contractors; supervise and administer public works contracts and specifications and bids for all such contracts; assisting in the administration of the duties of the departments of building, housing and code enforcement; administer and coordinate among various Village Boards, employees and/or departments public works projects, planning and environmental matters; supervise, administer and coordinate the work assigned to the Village Engineering firm, an outside contractor; administer and acting as Village purchasing officer for public works and related contracts; prepare budgets for the highway, parks, sanitation, sewer, planning, building and code enforcement

departments of the Village and assist the Treasurer in the preparation of the Village budget; assist the Village Assessor in the preparation of the tax roll; administrator and supervisor of all seasonal employees for the highway, parks and sanitation departments; administer and supervise the operation of the Village parks, beaches, dock, street and parking lighting systems; administer and supervise tree inspections, street work permits, the MS4 compliance and other compliance by the Village with governmental requirements; administer grant applications and grant work and compliance with grant requirements; and being generally responsible in all of the foregoing areas to administer and supervise contracts, contract compliance, purchasing, employee issues, compliance with collective bargaining agreements; acting as liaison with other governmental units such as the Town, County and State regarding Village projects, reporting to the Mayor and Board of Trustees on the status of any of the foregoing matters; recommending hiring and firing and disciplinary actions regarding Village employees to the Mayor and Board of Trustees and otherwise performing those duties assigned by the Mayor and/or Board of Trustees.

**A RESOLUTION FOR AN EXECUTIVE SESSION:** if necessary, for personnel and/or litigation matters.

The next regular meeting of the Board of Trustees will be on Tuesday September 21, 2010 at 6:00 PM. Northport Village Hall 224 Main Street Northport, NY 11768

Respectfully submitted,

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Donna M. Koch, Village Clerk

